

BLUEGRASS COMMUNITY AND TECHNICAL COLLEGE
ALLIED HEALTH AND NATURAL SCIENCES
Spring 2017

BIO 139
HUMAN ANATOMY AND PHYSIOLOGY II
LABORATORY SYLLABUS

0 CREDIT HOURS
2 CONTACT HOURS
PREREQUISITE: BIO 137

COURSE DESCRIPTION:

The laboratory portion of BIO 139 is designed as a “hands on” experience that corresponds to the lecture portion of the course. Anatomical models, computer programs, charts, slides of microscopic tissue sections, physiological experiments and preserved specimens for dissection will be used to reemphasize principles and structures discussed in lecture.

PERSONNEL:

Assistant Dean:	Dr. Yasemin Congleton	Rm. 234J OSB	246-6467
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Program Coordinator:	Ms. Rebecca McCane	Rm. 234A OSB	246-6442
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Course Coordinator:	Dr. Molly Frisbie	Rm. 306C OSB	246-6469
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Office Manager:	Phyllis Cunningham	Rm. 234 OSB	246-6445
Instructor:	Name: _____		
	Office: _____		
	Office Hours: _____		
	Phone: _____	email: _____	

Website for BIO 139:

http://www.bluegrass.kctcs.edu/natural_sciences/biology/bio_139_virtual_lab

General Education Learning Outcomes: Please refer to your lecture syllabus.

Instructional Materials:

Required Textbook (Lecture and Lab): Human Anatomy and Physiology
by Marieb and Hoehn (10th edition)
Need Mastering A and P

Laboratory Manual is available on the Virtual Lab website (listed on front page).

LABORATORY POLICIES FOR ALL BIO 139 LABS:

Attendance: Students are required to attend all laboratory sessions. We will follow the 20% rule. **If you miss more than 20% of the labs (3 labs- excused or unexcused), you will be asked to drop the course. You must have permission from your instructor to attend a lab other than your own.**

Grading:

Exams	3 (2 worth 150 points each and 1 worth 100 points)	400 points
Quizzes	9 (7 worth 10 points each and 2 worth 20 points each) Drop lowest 10 pt quiz.	110 points
Your percentage will be given to your lecture instructor.	Total	500 points

Quiz Policy: A quiz over the day's lab will be given at the beginning of each lab (except exam days). If you miss the lab, there are no make ups for the quiz (unless you attend another lab the same week). The quizzes will be fill in the blank (no multiple choice) in order to prepare you for the lab exams. There will be no take-home quizzes. The lowest 10 point quiz will be dropped. **If you leave lab immediately after the quiz, your score on the quiz will be "zero".**

Late Work Policy: There are no take home quizzes or homework assignments; therefore there is no late work policy.

Extra Credit: There is no extra credit in BIO 139 Lecture or Lab.

Withdrawal Policy: Anatomy and Physiology II Course Policy: The last day for students, at their discretion, to withdraw and receive a "W" grade is Midterm. The last day for students, at the instructor's discretion, to officially withdraw and receive a grade of "W" is **the week of Lab 9 (Mar 26-30)**. Students must obtain the lecture instructor's signature on a drop slip and return it to the registrar's office.

Removal of laboratory equipment, models, supplies, specimens from the laboratory is stealing and will be grounds for dismissal from the course.

Cheating: Cheating will not be tolerated. This includes plagiarism as well as cheating on an exam. Plagiarism involves copying homework exercises, experimental worksheets, and case study reports from fellow students.

Safety: All OSHA requirements and safety precautions must be followed in all laboratory sessions especially in those labs involving body fluids.

No eating, drinking, chewing tobacco or smoking in the lab at any time. Failure to abide by this policy is grounds for dismissal from the course.

Cell Phones: Cell phones must be turned off and stored out of sight during class. They cannot be used as calculators on lab exams. Calculators are provided in lab. A cell phone out during the lab exam will constitute cheating and the student will receive a "0" on the exam. Unauthorized use of cell phones during class can result in loss of your quiz score for the day.

Open Lab – Open lab hours will be posted on the laboratory door (OSB 322). Open lab will close around noon on the Friday preceding a lab test. During a lab exam, tutoring will be available in OSB 321 during regularly schedule times.

Children: Children are not permitted in the laboratory during scheduled labs or during open lab sessions for safety-related reasons.

Make-up Policies:

All excused absences (see below) must have written documentation.

1. **Missed lab** - If a student misses a lab there will be no make-ups. It is the student's responsibility to learn the missed information during open lab or attend another lab that same week.
2. **Missed Quizzes** – All quizzes are in-class (no take-home quizzes). If a quiz is missed, the student will receive a "zero" unless they attend another lab that same week. **If the student is late to lab, they cannot make up the quiz, which is given at the beginning of lab. If a student takes the quiz at the beginning of lab, they are expected to stay the entire lab period. If they leave, a zero will be given for the quiz.**
3. **Missed lab practical exam** - Students must complete lab exams during their **scheduled lab period**. If a student misses a lab practical exam for a legitimate reason (see below), a student may receive permission to attend another lab exam that same week, if written documentation of the excused absence is provided. Make up exams are NOT offered after that week. A student **MUST** notify their lab instructor **within 24 hours** of the missed lab exam.

Excused Absences:

- Illness of the student or serious illness or death of a member of the student's immediate family
- College sponsored or approved trips
- Major religious holidays

The instructor must be notified in advance of trips and holidays not observed by BCTC.

Reasonable Accommodations: Students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course **must** contact a staff member in BCTC's Disability Support Services (DSS) office, 321 Oswald Building. The DSS phone number is 246-6530. Accommodations cannot be requested directly from the professor. However, please inform your instructor of that fact at the beginning of the course or as soon as the special need is identified.

Code of Student Conduct: All rules and regulations set forth in the current edition of the Code of Student Conduct will be followed in this course. It is the student's responsibility to access this on the Web at: <http://www.kctcs.edu/student/code.htm>

Weather

Inclement weather may cause BCTC classes to be cancelled or delayed. If classes are **delayed**, you are to report to school at the announced time and attend the class where you would NORMALLY be at that time. Information about cancelled or delayed classes will be posted on the BCTC website. Many local radio and television stations will also carry announcements. Instructors may send email messages and/or Blackboard announcements regarding assignments for a class that was cancelled. Students are responsible for checking these sources for such messages.

LABORATORY SCHEDULE FOR BIO 139 - Spring 2017

<u>Lab #</u>	<u>WEEK OF</u>	<u>TOPIC</u>
Prelab	Jan 9-15	Review syllabus, lab procedures. Monday lab only will do Lab 1 – Blood and Blood vessels
Lab 1	Jan 17-22	Blood and Blood Vessels
	Jan 16 – no lab	
Lab 2	Jan 23-29	Heart Anatomy & ECG
Lab 3	Jan 30- Feb 5	Heart as a Pump Exercise
Lab 4	Feb 6-12	Cardiovascular Lab
Lab 5	Feb 13-19	Anatomy of Respiratory, Digestive & Urinary Systems & Review for Lab Exam I
	Feb 21- 23	Open Lab
Lab 6	Feb 26-Mar 2	LAB EXAM I
Lab 7	Mar 5-9	Respiratory Physiology Lab
	Mar 13-17	<i>Spring Break</i>
Lab 8	Mar 20- 23 *Mar 12 - (Sunday lab)	Renal Physiology
Lab 9	Mar 26- 30	Interactive Physiology and Review for Lab Exam II (<u>Last week to drop and receive a “W”</u>)
Lab 10	Apr 2-6	LAB EXAM II
Lab 11	Apr 9-13	Male/Female Reproduction / Endocrine I
Lab 12	Apr 17 -20 *April 16 – no lab 23 rd – Sunday lab	Endocrine Chart and Case Studies & Review for Lab Exam III
LAB 13	Apr 24- 30	LAB EXAM III

Assignment Sheet

BIO 139 Assignment Sheet – Spring 2017				
Lab	Dates	Quizzes	Points	My Grades
Pre Lab	Jan 9-15	Get on to Virtual Lab – print out Lab 1 and syllabus. *Monday lab only will do Lab 1 on Blood cells.		
1	Jan 17-22 *Jan 16 Monday no lab	Fill out charts on blood cells (pg 2) and blood typing (pg 3). Look up definitions (pg 3).		
2	Jan 23-29	Quiz 1– Label interior and exterior of heart (pgs 14 & 15) and label ECG & describe waves (pg 21)	(10)	
3	Jan 30-Feb 5	Quiz 2 – Pre-lab for Heart as a Pump (pgs 25-27) and IP exercise on Cardiac Output (pg 34) Cardiovascular worksheets (pgs 28-29 & 32-33)	(10)	
4	Feb 6-12	Quiz 3 – Blood pressure terms (pg 36) and IP exercises (pgs 46-47) Worksheets on Control of Blood Pressure (pgs 43-48)	(10)	
5	Feb 13-19	Quiz 4– Cardiovascular Case Studies (pg 48)	(20)	
	Feb 21-23	OPEN LABS		
6	Feb 26- Mar 2	LAB EXAM I	(150)	
7	Mar 5-9	Quiz 6– Respiratory IP exercises (pgs 69 –73) Respiratory worksheets (pgs. 76-81)		
	Mar 13-19	<i>Spring Break</i>		
8	Mar 20-23 *Mar 12 (Sunday lab)	Quiz 7– Urinary Terms and IP exercise – Renal Anatomy (pgs 88-90). Renal worksheets (pgs 86 – 87)	(10)	
9	Mar 26-30	Quiz 8– IP exercises (pgs 94-95 and 96-97) <u>Last week to drop and receive a W.</u>	(10)	
10	Apr 2-6	Lab Exam II	150	
11	Apr 9-13	Quiz 9– Diagrams of male and female pelvis (pgs 104–105)	(10)	
12	Apr 17-20 *April 16 – no lab *23 rd - Sunday lab	Quiz 10 – Endocrine Chart (pgs 112-114). **Quiz on selected hormones.	(20)	

13	Apr 24-30	Lab Exam III	100	
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